

# WORKFORCE DEVELOPMENT RESOURCE GUIDE



THE OFFICE OF BUSINESS DEVELOPMENT  
400 STEWART AVENUE • LAS VEGAS, NEVADA 89101  
(702) 229-6551 • [LASVEGASNEVADA.GOV/OBD](http://LASVEGASNEVADA.GOV/OBD)

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This directory is a compilation of state and local resources available to enable both employers and jobseekers. While attempting to ensure that the information is up-to-date, the city of Las Vegas Office of Business Development cannot guarantee 100 percent accuracy.

# 1. STATE AND PRIVATE COLLEGES AND UNIVERSITIES

## **Community College of Southern Nevada (CCSN)**

6375 W. Charleston Blvd.  
Las Vegas, NV 89146  
Tel: (702) 651-5000  
[www.ccsn.edu](http://www.ccsn.edu)

Serves diverse audiences in Southern Nevada through five educational areas: occupational training, university transfer preparation, continuing education, developmental education, counseling and guidance. Associate degrees and certificates of achievement are offered. CCSN is a multi-campus college with funding provided by the state of Nevada.

## **Nevada State College (NSC)**

1125 Nevada State Drive  
Henderson, NV 89015  
Tel: (702) 992-2000  
[www.nsc.nevada.edu](http://www.nsc.nevada.edu)

A member of the University and Community College System of Nevada, the college offers a wide range of baccalaureate programs and select masters programs designed to meet the general needs of the state of Nevada and the specific needs of the southern region of the state.

## **University of Nevada, Las Vegas (UNLV)**

4505 Maryland Pkwy.  
Las Vegas, NV 89154  
Tel: (702) 895-3011  
[www.unlv.edu](http://www.unlv.edu)

A fully-accredited university offering more than 200 undergraduate, graduate and doctoral programs. The university became a top research institution when the Carnegie Foundation for the Advancement of Teaching reclassified UNLV, placing it in the category of Doctoral/Research University-Intensive.

## **Art Institute of Las Vegas**

2359 Corporate Circle  
Henderson, NV 89074  
Tel: (702) 369-9944  
[www.artinstitutes.edu/lasvegas](http://www.artinstitutes.edu/lasvegas)

Offers bachelor and associate degree programs specializing in culinary arts, drafting technology, graphic design, interactive media design, interior design and visual effects and motion graphics.

## **Career Education Institute**

2290 Corporate Circle, Ste. 100  
Henderson, NV 89074  
Tel: (702) 269-7600  
[www.computer-ed.com](http://www.computer-ed.com)

Offers day and evening classes in health care and information technology designed around the working adult, as well as the unemployed and the under-employed, giving students the flexibility to maintain their current work schedule and still have time for school.

## **DeVry University**

2490 Paseo Verde Pkwy., Ste. 150  
Henderson, NV 89074  
Tel: (702) 933-9700  
[www.devry.edu](http://www.devry.edu)

A leading provider of business, technology, health care and management education, offers undergraduate degree programs in business administration and technical management. Graduate programs offer courses out of DeVry's Keller Graduate School of Management.

## **International Academy of Design and Technology**

2495 Village View Drive  
Henderson, NV 89074  
Tel: (702) 990-0150  
[www.iadtvegas.com](http://www.iadtvegas.com)

Career-oriented academy offering visual communications, fashion design and interior design programs.

## **ITT Technical Institute**

168 N. Gibson Road  
Henderson, NV 89014  
Tel: (702) 558-5404  
[www.itt-tech.edu](http://www.itt-tech.edu)

A leading private technology-oriented college system offering associate and bachelor degree programs in information and electronics engineering technology, computer drafting and design, business and criminal justice. Most ITT Technical Institute programs of study blend traditional academic content with practical study in a lab environment.



**Las Vegas College**

170 N. Stephanie St.  
Henderson, NV 89074  
Tel: (702) 567-1920  
[www.lasvegas-college.com](http://www.lasvegas-college.com)

**National University**

2850 W. Horizon Ridge Pkwy.  
Ste. 301  
Henderson, NV 89052  
Tel: (702) 531-7800  
[www.nu.edu](http://www.nu.edu)

**Nova Southeastern University**

8945 West Russell Road, Ste. 170  
Las Vegas, NV 89148  
Tel: (702) 942-3450  
Fax: (702) 942-3444  
[www.nova.edu/sec/lasvegas/](http://www.nova.edu/sec/lasvegas/)

**Regis University**

10750 W Charleston Blvd., Ste. 170  
Las Vegas, NV 89135  
Tel: (702) 990-0375  
[www.regislasvegas.org](http://www.regislasvegas.org)

**Sierra Nevada College**

5812 S. Pecos Road, Ste. B  
Las Vegas, NV 89120  
Tel: (702) 434-6599  
[www.sierranevada.edu/teacher/index.html](http://www.sierranevada.edu/teacher/index.html)

**Touro University - Nevada**

874 American Pacific Drive  
Henderson, NV 89014  
Tel: (702) 777-8687  
[www.tu.edu](http://www.tu.edu)

**University of Phoenix**

7455 Washington Ave., Ste. 317  
Las Vegas, NV 89128  
Tel: (702) 638-7279  
[www.phoenix.edu](http://www.phoenix.edu)

**University of Southern Nevada**

11 Sunset Way  
Henderson, NV 89014  
(702) 990-4433  
[www.usn.edu](http://www.usn.edu)

Provides degrees in accounting, administrative medical assistant, bookkeeping, business administration, court reporting, criminal justice, homeland security, massage therapy, medical assistant, medical insurance billing/coding, paralegal and scoping technology.

Features 30 online degree programs as well as numerous on-site study programs that include undergraduate degrees in criminal justice, information technology, accounting and business administration; and graduate degrees in English, teaching, digital cinema, special education, organizational leadership, public and business administration, and forensic science.

Offers convenient evening and weekend classes and full classroom and online degree programs. Site-based undergraduate degrees include elementary education, special education and business management. Masters and doctoral degrees in education are also offered.

Offers a full range of undergraduate and graduate degrees in liberal arts, science, business, education and the health professions. Students may choose from structured areas of study, or design a degree program through the interdisciplinary and flexible major plans. Students may also attend classroom-based courses, work independently outside the classroom or take online courses.

Students receive pre-professional preparation in more than 30 undergraduate majors and minors. Baccalaureate degrees are offered in five departments: fine arts, humanities and social science, international studies, management, science and technology and teacher education; a master of arts in teaching is also available.

Consists of two colleges: the College of Osteopathic Medicine, which offers a doctor of osteopathic medicine and a master of science in physician assistant studies, and the College of Health and Human Services, which offers a bachelor of science degree in nursing, master of science in nursing, master of science in occupational therapy, master of education in school administration and special education generalist, and endorsement in teaching English as a second language.

Offers bachelor, master and doctoral degree programs in the fields of business, information technology, management, education, nursing, counseling and criminal justice through online and campus-based programs at four campuses in Southern Nevada. Professional certificate and non-degree programs include call centers, human resources and management.

A private, non-profit independent college accredited by the Accreditation Council for Pharmacy Education that offers a doctor of pharmacy program, a bachelor of science in nursing program and a master of business administration program.

## 2. ADULT EDUCATION PROGRAMS

Adult Education Programs assist adults with obtaining the knowledge and skills necessary for employment and self-sufficiency, assist parents to obtain the educational skills necessary to become full partners in the education of their children, and assist adults in the completion of a secondary school education.

### **Adult Basic Education (ABE)/English as a Second Language (ESL)**

Nevada Department of Education  
700 E. Fifth St.  
Carson City, NV 89710  
Tel: (775) 687-9167  
[www.literacynet.org/nvadulted/](http://www.literacynet.org/nvadulted/)

Basic education and literacy services for adults 17 years of age or over with less than a high school diploma.

### **Adult Educational Services (AES) at UNLV**

Center for Academic Enrichment & Outreach (CAEO)  
Executive Center West  
1455 E. Tropicana Ave., Ste. 650  
Las Vegas, NV 89119  
Tel: (702) 730-6124  
Fax: (702) 597-2467  
[www.unlv.edu/studenterv/caeo/Programs/AES/services2.htm](http://www.unlv.edu/studenterv/caeo/Programs/AES/services2.htm)

Assists with career path choices and appropriate education channels for individuals 19 years of age and older in pursuit of a post secondary education, as well as encourages high school dropouts to return to adult high school or obtain a GED.

### **Adult English Acquisition Services**

3801 E. Washington Ave.  
Las Vegas, NV 89110  
Tel: (702) 855-8000  
[www.ccsd.net/edservices/programs/communityesl.html](http://www.ccsd.net/edservices/programs/communityesl.html)

The Success Through English Program (STEP) and Community English As a Second Language programs assist young adults and adults who are non-English proficient with English language development by providing the instruction and resources necessary to become proficient.

### **Adult High School Diploma Programs (AHSD)**

Nevada Department of Education  
700 E. Fifth St.  
Carson City, NV 89710  
Tel: (775) 687-9167 [www.literacynet.org/nvadulted/](http://www.literacynet.org/nvadulted/)

Offers core curriculum, electives, support services and the high school proficiency exam, plus instruction in English as a Second Language for students age 17 and older who do not have a high school diploma.

### **Clark County School District Department of Adult Education**

2701 E. St. Louis Ave.  
Las Vegas, NV 89104  
Tel: (702) 799-8650 ext. 339/338  
[www.ccsd.net/edservices/administration.html](http://www.ccsd.net/edservices/administration.html)  
<http://ccsd.net/schools/adad>

Helps adults and out-of-school individuals who are 16 years of age and older in earning a high school diploma or a Nevada State Certificate of High School Equivalency. Adult education serves students enrolled in regular day schools who need to make up a number of deficient high school credits.

### **English Language Center (ELC)**

University of Nevada, Las Vegas  
4505 Maryland Pkwy.  
Las Vegas, NV 89154-5023  
Tel: (702) 895-3925  
<http://elc.unlv.edu/>

The ELC at the University of Nevada, Las Vegas prepares international college students to use English effectively in academic situations, professional situations and in everyday life.

## **General Educational Development (GED)**

Nevada Department of Education  
700 E. Fifth St.  
Carson City, NV 89710  
Tel: (775) 687-9167  
[www.literacynet.org/nvadulter/](http://www.literacynet.org/nvadulter/)

### **Testing Centers: Community College of Southern Nevada**

3200 E. Cheyenne Ave. C 1 H  
North Las Vegas, NV 89030-4296  
Tel: (702) 651-4050  
Fax: (702) 651-4728

### **Community College of Southern Nevada**

6375 W. Charleston Blvd. WDB 8  
Las Vegas, NV 89146-1124  
Tel: (702) 651-5733  
Fax: (702) 651-5829; (702) 870-0052

### **Community College of Southern Nevada**

700 College Drive  
Henderson, NV 89015  
Tel: (702) 651-3128  
Fax: (702) 651-3054

### **Clark County School District**

2701 E. St. Louis Ave.  
Las Vegas, NV 89104  
Tel: (702) 799-8655 ext. 341  
Fax: (702) 799-8608

GED Tests offer an opportunity for adults 18 years of age or older to earn the equivalent of a high school diploma.

GED is a program of the American Council on Education, which is a private, non-profit education association. The GED tests reflect what graduating seniors know and are able to do when they complete a traditional four-year program of study. The passing standard for the GED tests is tied to the performance of graduating seniors on these same tests. Upon passing, examinees will receive a diploma and a transcript with their scores and ranking. For those wishing to use the GED for admission into college or university, it is advisable to check in advance if their policy explicitly states whether or not a GED is accepted. If acceptable, keep in mind that they will use the ranking scale in their determination.

The GED includes the following subject areas: Language Arts (multiple choice and essay), Social Studies, Science, Language Arts (Reading), Mathematics (with calculator and without calculator).



## **3. LITERACY RESOURCES**

A number of resources are available to improve the literacy of the citizens of Nevada. They also assist adults who are parents to obtain the educational skills necessary to become full partners in the education of their children.

### **Las Vegas-Clark County Library District**

Library District Headquarters  
833 Las Vegas Blvd., N.  
Las Vegas, NV 89101  
Tel: (702) 734-READ (7323)  
[www.lvccld.org/](http://www.lvccld.org/)

Enables the people of Clark County to pursue lifelong learning through special collections, electronic resources and innovative services. The libraries are the cornerstones of the diverse communities where children and adults can experience personal enrichment and connect with one another.

### **Literacy Development Center at UNLV**

College of Education  
4505 Maryland Pkwy.  
Box 453043  
Las Vegas, Nevada 89154-3043  
Tel: (702) 895-3783  
[www.unlv.edu/Colleges/Education/LDC/](http://www.unlv.edu/Colleges/Education/LDC/)

Offers workshops and instructional sessions; houses literacy development reference resources such as professional journals and books. The center is open to the public.

**Nevada Literacy**

Nevada Department of Education  
700 E. Fifth St.  
Carson City, NV 89710  
Tel: (775) 687-9167  
[www.literacynet.org/nevada/](http://www.literacynet.org/nevada/)

Provides information on Nevada's ABE, GED, and Adult High School programs as well as links to resources for managers/administrators, teachers/tutors and students/learners in these programs.

**Nevada Literacy Coalition**

100 N. Stewart St.  
Carson City, NV 89701  
Tel: (775) 684-3340 or (800) 445-9673  
<http://dmla.clan.lib.nv.us/docs/nsla/lpd/literacy/slrc.htm>

Offers events, statistics and resources for literacy in Nevada.

**Nevada State Library and Archives**

100 N. Stewart St.  
Carson City, NV 89701-4285  
Tel: (800) 922-2880  
<http://dmla.clan.lib.nv.us/docs/nsla/lpd/literacy/special.htm>

Serves government, businesses, libraries and citizens by providing a full range of information services including reference and research, archival and records management, library planning and development, blind and physically handicapped programs, and development of state information policy to ensure public access to government information in all formats.

**Nevada State Literacy Resource Center (SLRC)**

100 N. Stewart St.  
Carson City, NV 89701  
Tel: (775) 684-3340 or (800) 445-9673  
<http://dmla.clan.lib.nv.us/docs/nsla/lpd/literacy/slrc.htm>

Offers books, newsletters and a wide variety of multi-media resources such as videos, audiotapes and games for literacy instruction and programs for literacy students, trainers and tutors; makes special resources and services available to literacy program managers; and offers technical assistance and use of facilities and equipment.

## 4. NON-PROFIT EDUCATION, TRAINING AND REHABILITATION ORGANIZATIONS & PROGRAMS

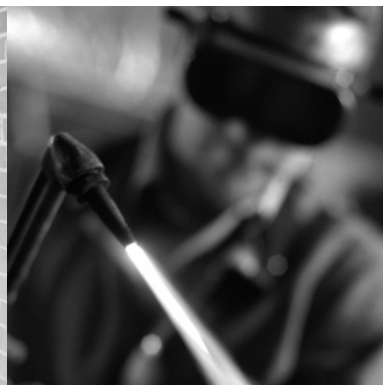
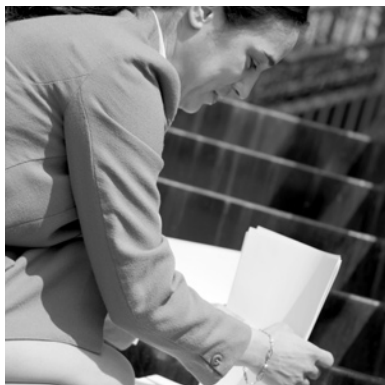
A number of non-profit organizations provide Nevadans with opportunities to increase basic literacy skills, acquire workplace skills and break the cycle of illiteracy in families.

**Catholic Charities of Southern Nevada**

1501 Las Vegas Blvd., N.  
Las Vegas, NV 89101  
Tel: (702) 385-2662  
Fax: (702) 384-0677  
[www.catholiccharities.com](http://www.catholiccharities.com)  
Employment Services Center  
Tel: (702) 387-2284  
Residential Work Program  
Tel: (702) 383-0700

Catholic Charities offers help and hope to all people in need regardless of religion.

- **Employment Services Center** – Helps homeless men end dependence on welfare or charity and secure employment.
- **Residential Work Program** - A structured environment for homeless men who want to regain self-sufficiency through employment.





**CHR, Inc.**

4616 W. Sahara Ave., #436  
Las Vegas, Nevada 89102  
Tel: (702) 889-4466  
Fax: (702) 889-8616

**One-Stop Career Center**

2980 S. Jones Blvd., Ste. A  
Las Vegas, NV 89146  
Tel: (702) 889-4466  
Fax: (702) 889-1538

**One-Stop Career Center**

2827 Las Vegas Blvd. N.  
Las Vegas, NV 89486  
Tel: (702) 486-0242  
Fax: (702) 889-1538

**Clark County Assistance Programs**

1600 Pinto Lane  
Las Vegas, NV 89106  
Tel: (702) 455-4270  
[www.co.clark.nv.us/social\\_service/Default.htm](http://www.co.clark.nv.us/social_service/Default.htm)

**Clark County Public Education Foundation**

3360 W. Sahara Ave., Ste. 160  
Las Vegas, NV 89102  
Tel: (702) 799-1042  
[www.ccpef.org](http://www.ccpef.org)

**Foundation for an Independent Tomorrow (FIT)**

1785 E. Sahara Ave., Ste. 160  
Las Vegas, NV 89104  
Tel: (702) 362-8544  
Fax: (702) 362-8513  
[www.lasvegasfit.com](http://www.lasvegasfit.com)

**Girls and Boys Town – Nevada**

821 N. Mojave Road  
Las Vegas, NV 89101  
Tel: (702) 642-7070  
Fax: (702) 649-3906  
[www.girlsandboystown.org/aboutus/locations/nevada/index.asp](http://www.girlsandboystown.org/aboutus/locations/nevada/index.asp)

CHR, Inc (Caring, Helping & Restoring Lives) was established to assist unemployed, under-employed and dislocated people.

**EMPLOYERS:**

- On-the-job-training and customized training - Occupational training in exchange for the reimbursement of up to 50 percent of the trainee's wage.
- Work experience and internships - Workplace learning experience with reimbursement of half of employee's wages.
- Incumbent workers program - Funding assistance to qualifying companies for skills training to company workers.

**JOB-SEEKERS:**

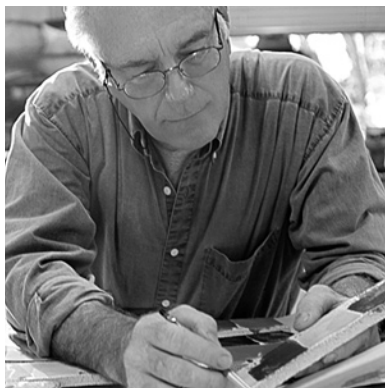
- Resume assistance
- Educational training in specific fields
- Funding for educational training
- Techniques for accessing the hidden job market
- Job leads
- Mock interviews

The GATE (General Assistance/Temporary Employment) program provides direct assistance to participants in exchange for providing manpower to public entities, departments, agencies, districts and non-profit corporations for public-type work.

An independent non-profit organization that works to develop and implement school improvement initiatives; creates model programs; awards grants and scholarships and leverages community resources to support, strengthen and improve public education in Clark County.

Empowers motivated unemployed and underemployed Nevadans to obtain the skills necessary for self-sufficient employment. FIT offers individual guidance, resources and support for education, training and job placement assistance. It targets those working in low-wage, low-skilled positions; clients are predominantly poverty-stricken, single working mothers without formal education beyond high school.

Assists abused, abandoned, neglected, handicapped or troubled children. The center helps girls and boys work toward achieving individual treatment goals, learn life skills and problem-solving techniques, identify challenges and make better choices. The Education Services Division provides staff development training and assessments to teachers and administrators in elementary, middle and secondary school settings.





**Goodwill Industries of Southern Nevada – Workforce Development Services**

1280 W. Cheyenne Ave.  
North Las Vegas, NV 89030  
Tel: (702) 214-2000  
TDD: (702) 597-5247  
Fax: (702) 214-2017  
www.sngoodwill.org

**HELP of Southern Nevada**

1640 E. Flamingo Road, Ste. 100  
Las Vegas, NV 89119  
Tel: (702) 369-4357  
Fax: (702) 369-0247  
www.helpsonv.org

**Las Vegas Rescue Mission**

480 W. Bonanza Road  
Las Vegas, NV 89106  
Tel: (702) 382-1766  
Fax: (702) 474-7535  
www.vegasrescue.org

**Nevada Partners**

710 W. Lake Mead Blvd.  
North Las Vegas, NV 89030  
Tel: (702) 399-5627  
www.nevadapartners.org

**Opportunity Village**

**Opportunity Village - Headquarters**

6300 W. Oakey Blvd.  
Las Vegas, NV 89146  
Tel: (702) 880-4000  
Fax: (702) 821-1342

**Opportunity Village - Administration**

8076 W. Sahara Ave., Ste. A  
Las Vegas, NV 89117  
Tel: (702) 839-4750  
Fax: (702) 259-3753

**Walters Family Campus**

451 E. Lake Mead Blvd.  
Henderson, NV 89015  
Tel: (702) 564-7400  
Fax: (702) 821-1342

Provides a variety of education, training and employment services for people with disabilities.

- **Work Assessment and Training:** Uses real work environments to assess specific skills and work-related behaviors.
- **Job Development Program:** Places people with various abilities in area businesses needing qualified and motivated employees, at no charge to the applicant or employer.
- **Job Coaching Program:** On-the-job training and support services can be provided at no cost to the employer.
- **Follow Along Program:** A job coach will maintain contact for the first three months of employment to assure that all parties are satisfied.
- **Travel Training Program:** Teaches safe use of public transportation.

Offers clients a renewed sense of hope, clothing for interviews, an understanding of the job market, training in resume writing, interview tips and bus tokens. HELP's Displaced Homemaker Program offers critical assistance to qualified men and women to find unsubsidized employment and provides hands-on assistance in their job search.

Rehabilitates and prepares homeless men to return to productive living; provides temporary, full-time and part-time employment to qualified residents. Chapel, bible study and recovery/life skills classes are required of all participants in the residential programs.

A private, non-profit organization that helps unemployed and underemployed individuals develop the necessary skills to become employable. Nevada Partners matches trained employees with employers who reward hard work by paying livable wages and offering good benefits in a safe, respectable work environment. Nevada Partners is committed to offering quality training and career development services on a one-on-one basis to clients.

A not-for-profit organization that serves people with intellectual disabilities by providing them with vocational training, employment and social recreation services. Through the vocational training and employment programs, people with severe disabilities have a chance to develop job skills that offer opportunities for individual advancement.



**Senior Community Service  
Employment Program (SCSEP)**  
American Association of Retired Persons  
(AARP)

3230 E. Charleston Blvd., Ste. 117  
Las Vegas, NV 89101  
Tel: (702) 648-3356; (702) 648-3357  
Fax: (702) 648-3928  
www.aarp.org

**Shade Tree – Job Skills Development**

1 W. Owens Ave.  
North Las Vegas, NV 89030  
Tel: (702) 385-0072  
www.theshadetree.org

The AARP Foundation Senior Community Service Employment Program helps job seekers 55 or over enter or re-enter the job market. The program helps improve skills, provides training and places individuals in a variety of positions from entry level on up.

Designed to assist residents with obtaining employment and developing skills, attitudes and abilities necessary to move from lower-paying jobs into positions that will provide a self-supporting level of income. Classes focus on all aspects of employment: job search skills, resume writing, interviewing skills, computer skills and dressing for success.

## 5. EMPLOYEE DEVELOPMENT & REHABILITATION PROGRAMS

Department of Employment, Training & Rehabilitation (DETR) – State agency comprised of four divisions with numerous bureaus, programs and services housed in offices throughout Nevada to provide citizens with the state's employment, training and rehabilitative programs.

Tel: (702) 486-7923 <http://detr.state.nv.us>

**EMPLOYMENT SECURITY DIVISION (ESD)** - a full-service, no-fee employment resource

Tel: (702) 486-6632

**Career Enhancement Program (CEP)**

See Nevada JobConnect

Training and re-employment program that assists unemployed Nevadans with returning to employment; provides matching funds to Nevada employers for employee training that enhances the skills of those employees.

**Casual Labor**

1001 N. A St.  
Las Vegas, NV 89106  
Tel: (702) 486-3441

A temporary labor exchange designed to answer short-term labor needs of the unemployed and Nevada businesses.

**Foreign Labor Certification**

Tel: (702) 486-0100

Assists Nevada employers with filling job openings when qualified U.S. workers cannot be found. Also assists employers with paperwork required by the U.S. Department of Labor for the certification process.

**Nevada JobConnect**

[www.nevadajobconnect.org](http://www.nevadajobconnect.org)

- Las Vegas Office:  
3405 S. Maryland Pkwy.  
Las Vegas, NV 89109  
Tel: (702) 486-0100
- North Las Vegas Office:  
2827 Las Vegas Blvd. N.  
North Las Vegas, NV 89030  
Tel: (702) 486-0200
- Henderson Office  
119 S. Water St.  
Henderson, NV 89015  
Tel: (702) 486-0300
- Job Hotline  
Tel: (702) 486-0173

Nevada JobConnect is charged with overseeing and providing workforce development services to employers and job seekers of Nevada. For employers, Nevada JobConnect offers recruiting, retention, training and retraining and outplacement services, as well as valuable information on labor law and labor market statistics. For job seekers, Nevada JobConnect offers career development information, job search resources, training programs and, as appropriate, unemployment benefits.

**New Hire Unit Program**  
 Employment Security Division  
 500 E. Third St.  
 Carson City, NV 89713-0033  
 Tel: (775) 684-8685; (888) 639-724

**Rapid Response**  
 Tel: (775) 684-0301

**Southern Nevada Workforce Investment Board**  
 1127 S. Rancho Drive  
 Las Vegas, NV 89102  
 Tel: (702) 638-8750  
 Fax: (702) 638-8750  
 www.snwib.org

**Trade Adjustment Assistance (TAA)**  
 See Nevada JobConnect

**Unemployment Insurance (UI)**

- Adjudication  
 Tel: (702) 486-7999  
 Fax: (702) 486-7987
- Appeals  
 Tel: (702) 486-7936  
 Fax: (702) 486-7949
- Claims  
 Tel: (702) 486-0350  
 TDD: (702) 486-0157  
 Fax: (702) 486-6565
- Contributions (Tax)  
 Tel: (702) 486-0250

**Veteran's Employment Service**  
 See Nevada JobConnect

**Work Opportunity Tax Credit (WOTC)**  
 Workforce Investment  
 Support Services  
 500 E. Third St.  
 Carson City, NV 89713-0012  
 Tel: (775) 684-0321

Requires employers to report information on new hires to help locate non-custodial parents who are not paying child support.

Delivers on-site services to businesses and workers affected by layoffs or closures and provides occupational skills training through the Nevada JobConnect system.

Established by the Workforce Investment Act to:

- Streamline services in a one-stop environment that gives all job seekers a "no wrong door approach" to job training.
- Empower job seekers to choose training through the use of Individual Training Accounts and a "consumer report" containing performance information on training providers.
- Provide universal access to the workforce development system.
- Strengthen accountability through performance measures including placement rates, earnings and retention.
- Ensure a strong leadership role for business through business-led boards with authority to plan, oversee and change the workforce system at the state and local levels.

Assists laid-off/displaced workers who have lost their jobs as a result of increased imports from other countries or as a result of open and free trade with Canada and Mexico. Benefits include re-employment services, job training and trade readjustment allowances, as well as job search and relocation allowances.

- Provides benefits to individuals who become unemployed through no fault of their own; trains and re-trains workers to increase their potential for employment through JobConnect's Career Enhancement Program.
- Determines eligibility and processes payments.
- Responsible for operating and maintaining Unemployment Insurance tax system.

Offers priority employment services to unemployed and underemployed veterans including referrals to job openings, occupational skills training through Nevada JobConnect and employment counseling.

Program designed to encourage employers to hire low income and other targeted groups by providing a tax credit to private, for-profit employers who hire and retain (for a minimum of 125 to 400 hours) new employees from select targeted groups.

**INFORMATION DEVELOPMENT AND PROCESSING DIVISION (IDP)**

Tel: (775) 684-0450

**Research and Analysis Bureau**  
 Tel: (702) 486-0129  
 www.nevadaworkforce.com

**Bureau of Labor Statistics (BLS)** - Develops and analyzes labor force and industrial employment data.

**Labor Market Information (LMI)** - Disseminates Labor Market Information via publications, electronic media, Internet and verbal communications.

**Occupational Information Unit** - Conducts Occupational Employment and Wage (OES) Survey and is responsible for the Nevada Career Information Systems (NCIS).

**NEVADA EQUAL RIGHTS COMMISSION** - Handles employment discrimination complaints.

1515 E. Tropicana Ave., Ste. 590, Las Vegas, NV 89119-6522  
Phone (702) 486-7161 Fax (702) 486-7054 TDD (702) 486-7164

**REHABILITATION DIVISION** - Rehabilitates workers with disabilities by providing vocational and occupational skills training through the Nevada JobConnect system.

**Bureau of Disability Adjudication**

1050 E. William St., Ste. 300  
Carson City, NV 89701  
Tel: (775) 687-4430

**Bureau of Services to the Blind and Visually Impaired**

628 Belrose St.  
Las Vegas, NV 89107  
Tel: (702) 486-5333; (800) 662-3366  
TTY: (702) 486-5217  
Fax: (702) 486-5253

Also see Nevada JobConnect

**Bureau of Vocational Rehabilitation**

628 Belrose St.  
Las Vegas, NV 89158  
Tel: (702) 486-5230  
TTY: (702) 486-5217  
Fax: (702) 486-5088

6161 W. Charleston Blvd.  
Las Vegas, NV 89102  
Tel: (702) 486-6043  
Fax: (702) 486-7789

Also see Nevada JobConnect

Evaluates eligibility for federal Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI).

Provides rehabilitative services including:

- Adaptive Training
- Business Enterprise Program
- Independent Living/Daily Living Training
- Low Vision Exams and Aids
- Mobility Training

Program that helps eligible people with disabilities become employed. Some services offered are:

- Assessment
- Counseling and guidance
- Referral services
- Physical and mental restoration services
- Vocational and other training services
- Interpreter services
- Job search, placement assistance and job retention services
- Personal assistance services
- Post-employment services

**Community College of Southern Nevada (CCSN) – Employee Development Programs**

6375 W. Charleston Blvd., Las Vegas, NV 89146  
[www.ccsn.nevada.edu](http://www.ccsn.nevada.edu)

**JobFit**

Tel: (866) JobFit-1 (866) 562-3481  
[www.ccsn.jobfit.com](http://www.ccsn.jobfit.com)

**Management Assistant Partnership (MAP)**

4505 Maryland Pkwy.  
Las Vegas, NV 89154-1076  
Tel: (702) 895-2615  
2409 Las Verdes  
Las Vegas, NV 89102  
Tel: (702) 651-4360

[www.mapnv.com](http://www.mapnv.com)

Career and job placement services.

An industrial extension program that works directly with Nevada companies to strengthen their global competitiveness by providing information, decision support, implementation assistance and best business practices. MAP works with Nevada manufacturing, construction and mining companies to streamline operations, apply up-to-date and sophisticated technology, provide managerial assistance and train the workforce.



### **WorkKeys**

Tel: (702) 651-2649

Fax: (702) 651-4858

[www.act.org/workkeys/](http://www.act.org/workkeys/)

### **Division of Workforce and Economic Development**

- Apprenticeship & Prisons  
Tel: (702) 651-4163  
Fax: (702) 651-4036
- Business Assessment & Consulting  
Tel: (702) 651-2649  
Fax: (702) 651-4858
- Education & Government  
Tel: (702) 651-2630  
Fax: (702) 450-6473
- Health Care/Emergency Services  
Tel: (702) 651-4479  
Fax: (702) 651-4418
- Hospitality  
Tel: (702) 651-4889  
Fax: (702) 651-4957
- Retail & Banking  
Tel: (702) 651-2649  
Fax: (702) 450-6473
- Transportation /Manufacturing/  
Construction  
Tel: (702) 651-2630  
Fax: (702) 450-6473

*WorkKeys* is a job skills assessment system measuring real-world skills. It helps match employees to jobs via an analysis of the skills needed for a specific job and the skills of individuals being considered for that job.

Combines the efforts of local government and business and industry partners in the design, development and implementation of new programs and initiatives to meet the needs of the changing economy, emerging workforce and new technologies.



## **6. APPRENTICESHIP PROGRAMS**

### **Associated Builders and Contractors Southern Nevada Chapter**

5070 Arville St., Ste. 4

Las Vegas, NV 89118

(702) 227-0536

[www.abclasvegas.org/](http://www.abclasvegas.org/)

Offers professional education opportunities to the industry through quality certified apprenticeship, craft training and management training programs.

### **Nevada State AFL-CIO**

1701 Whitney Mesa Drive, Ste. 102

Henderson, NV 89014

Tel: (702) 459-5288

Fax: (702) 452-9537

[www.aflcionevada.com](http://www.aflcionevada.com)

The American Federation of Labor and Congress of Industrial Organizations (AFL-CIO) is a voluntary federation of 53 national and international labor unions. The AFL-CIO's mission is to bring social and economic justice to the nation by enabling working people to have a voice on the job, in government, in a changing global economy and in their communities.

### **Nevada State Apprenticeship Council**

555 E. Washington Ave., Ste. 4100

Las Vegas, NV 89101

Tel: (702) 486-2738

Fax (702) 486-2660

[www.laborcommissioner.com/sac/council.htm](http://www.laborcommissioner.com/sac/council.htm)

The Nevada State Apprenticeship Council is responsible for regulating apprenticeships in Nevada. Often referred to as the "original four-year degree," apprenticeship is a system of supervised training leading to certification in a trade, occupation or craft. It combines on-the-job training with classroom-related instruction. There are currently 197 registered programs in Nevada; a list is available at [www.laborcommissioner.com/sac/programs.htm](http://www.laborcommissioner.com/sac/programs.htm)

**Office of the Labor Commissioner**

555 E. Washington Ave., Ste. 4100  
 Las Vegas, NV 89101  
 Tel: (702) 486-2650  
 Fax: (702) 486-2660  
[www.laborcommissioner.com](http://www.laborcommissioner.com)

**Western Apprenticeship Coordinators Association**

[www.snvwaca.com/](http://www.snvwaca.com/)

Enforces the labor laws of the state of Nevada in a manner that protects the rights of working families in a fair, professional and timely manner.

**Helmets to Hardhats** eases the passage into civilian life for military families by providing the career opportunities.

**Job Corps** is a no-cost education and vocational training program administered by the U.S. Department of Labor that helps young people ages 16 through 24 get a better job, make more money, and take control of their lives.

Community College of Southern Nevada (CCSN) has formed partnerships with several of the area trade union apprenticeship programs.

**REGISTERED APPRENTICESHIP PROGRAMS**

The following programs have been approved by the Nevada State Apprenticeship Council. The program of interest should be contacted directly for entrance requirements.

INDUSTRY	AFFILIATION	ADDRESS	TELEPHONE
ASBESTOS	So. Asbestos Workers Local 135 JATC	P. O. Box 98282 Las Vegas, NV 89193	(702) 649-7897
BARTENDER	Bartender's Local 169 JATC	4825 W. Nevso Drive Las Vegas, NV 89101	(702) 384-7774
BRICKLAYER (CONSTRUCTION)	Brick & Allied Craftsman Local 13 JATC	3640 S. Highland Drive Las Vegas, NV 89103	(702) 876-6563
CABINETMAKER	No. Carpenters JATC	1360 Financial Blvd. Reno, NV 89502	(775) 546-4448
CARPENTER	Assoc. Builders & Contractors - So. NV	5070 Arville St., Ste. 4 Las Vegas, NV 89118	(702) 227-0536
	So. Carpenters JATC	4131 E. Bonanza Road Las Vegas, NV 89110	(702) 452-5099
CEMENT MASON	So. Carpenters JATC	4131 E. Bonanza Road Las Vegas, NV 89110	(702) 452-5099
	So. Cement Masons Local 797 JATC	4231 W. Oquendo Road Las Vegas, NV 89118	(702) 452-8809
CHILD CARE	NV Childcare Apprenticeship Program	14101 Old Virginia Road Reno, NV 89520	(775) 850-8009
CONVENTIONS	Teamsters Local 631 JATC	4601 E. Cheyenne Ave., #103 Las Vegas, NV 89115	(702) 651-0344
COOK	ACF High Sierra Chef Assn.	P. O. Box 8 Stateline, NV 89449	(775) 588-6611 x 2202
DENTAL LAB. TECH.	Northern Nevada Correctional Center (Inmates Only)	1721 Snyder Ave. Carson City, NV 89701	(775) 887-9365
DIE CAST/DIE MAKER	Berry Plastics	P. O. Box 91180 Henderson, NV 89009	(702) 564-7770
DIESEL MECHANIC	So. Operating Engineers Local 12 JATC	P. O. Box 363219 North Las Vegas, NV 89036	(702) 643-1212
DRYWALL APPLICATOR	No. Carpenters Local 971 JATC	1360 Financial Blvd. Reno, NV 89502	(775) 856-4448
ELECTRIC METER REPAIR	Sierra Pacific Power Company	P. O. Box 10100 Reno, NV 89520	(775) 834-4657

INDUSTRY	AFFILIATION	ADDRESS	TELEPHONE
ELECTRIC SIGN ASSEMBLER	Young Electric Sign Company	5118 S. Cameron St. Las Vegas, NV 89118	(702) 876-8080
ELECTRICIAN	Assoc. Builders & Contractors - So. NV	5070 S. Arville St., Ste. 4 Las Vegas, NV 89118	(702) 227-0536
	Electrical JATC of So. NV #359	620 Legion Way Las Vegas, NV 89110	(702) 459-7949
ELECTRICIAN (MAINTENANCE)	Kerr McGhee Chemical Plant	P. O. Box 55 Henderson, NV 89015	(702) 651-2200
ELECTRICIAN (POWERHOUSE)	Bureau Of Reclamation (LCDPO)	P. O. Box 60400 Boulder City, NV 89006	(702) 293-8205
ELECTRICIAN (SUBSTATION)	Nevada Power Company (Clark Station & Reed Gardner Station)	P. O. Box 10100 Reno, NV 89520	(715) 834-4657
ELEVATOR CONSTRUCTOR	Elevators Local 18 JATC	700 N. Lamb Blvd. Las Vegas, NV 89110	(702) 453-6310 x 232
FITTER I (ANY INDUSTRY)	Sierra Pacific Power Company	P. O. Box 10100 Reno, NV 89520	(775) 834-4657
INSPECTOR, BUILDING	So. Operating Engineers #12 JATC	P. O. Box 363219 North Las Vegas, NV 89030	(702) 643-1212
INSTRUMENT MECH. (ANY INDUSTRY)	Kerr McGhee Chemical Plant	P. O. Box 55 Henderson, NV 89015	(702) 651-2200
IRONWORKER	Ironworkers Local 416 & 433 JATC	2485 Marco St. Las Vegas, NV 89115	(702) 643-7991
LABORER (CONSTRUCTION)	So. Laborer Local 872 JATC	4211 E. Bonanza Road Las Vegas, NV 89110	(702) 452-9410
LINE MAINTENANCE	Nevada Power Company	2662 W. Sahara Ave. Las Vegas NV 89102	(702) 657-4300
MACHINIST	Bureau Of Reclamation (LCDPO)	P. O. Box 60400 Boulder City, NV 89006-0400	(702) 293-8230
	Kerr McGhee	P. O. Box 55 Henderson, NV 89015	(702) 651-2200
	So. Operating Engineers Local #12 JATC	P. O. Box 363219 North Las Vegas, NV 89036	(702) 643-1212
MAINTENANCE MECH. (ANY INDUSTRY)	Berry Plastics	P. O. Box 91180 Henderson, NV 89009	(702) 564-7770
MAINTENANCE REPAIRER, BUILDING	University Of Nevada, Reno	1303 Evans Ave. Reno, NV 89557	(775) 784-6636
MARBLE FINISHER/SETTER	Brick & Allied Crafts #13 JATC	3640 S. Highland Drive Las Vegas, NV 89103	(702) 876-6563
MECHANIC, INDUSTRIAL (TRUCK)	Sierra Pacific Power Company	P. O. Box 10100 Reno, NV 89520	(775) 834-4657
METERMAN	Sierra Pacific Power Company	P. O. Box 10100 Reno, NV 89520	(775) 834-4657
MILLWRIGHT	So. Carpenters JATC	4131 E. Bonanza Road Las Vegas, NV 89110	(702) 452-5099
NURSING	The Helping Angel, Inc.	1575 Delucchi Lane., Ste. 10 Reno, NV 89502	(775) 358-5909
OPERATING ENGINEER	So. Operating Engineers #12 JATC	P. O. Box 363219 North Las Vegas, NV 89030	(702) 643-1212
PAINTER (CONSTRUCTION)	Assoc. Builders & Contractors - So. NV	5070 Arville St., #4 Las Vegas, NV 89118	(702) 227-0536

INDUSTRY	AFFILIATION	ADDRESS	TELEPHONE
PAINTER	So. Painters JATC	1707 Whitney Mesa Drive, #106 Henderson, NV 89014	(702) 438-2611
PILE DRIVER	So. Carpenters JATC	4131 E. Bonanza Road Las Vegas, NV 89110	(702) 452-5099
PLASTERERS	So. Carpenters JATC	4131 E. Bonanza Road Las Vegas, NV 89110	(702) 452-5099
	So. Plasterers Local 797 JATC	4231 W. Oquendo Road Las Vegas, NV 89118	(702) 452-8809
PLUMBER/PIPE FITTER	Plumbers & Mechanical of So. NV	2067 Maule Ave. Las Vegas, NV 89102	(702) 252-0166
	So. Plumbers Local 525 JATC	750 Legion Way Las Vegas, NV 89110	(702) 459-3473
REFRIGERATION (HVAC)	So. Plumber Local 575 JATC	750 Legion Way Las Vegas, NV 89110	(702) 459-3473
REFRIGERATION	Tri State Refrigeration	6550 Violet Breeze Way Las Vegas, NV 89142	(702) 440-8903
ROOFER	Statewide Roofers	4125 Arctic Springs Drive Las Vegas, NV 89115	(702) 453-5801
SHEET METAL	So. Sheet Metal Local 88 JATC	2540 Marco St. Las Vegas, NV 89115	(702) 632-3014
SPRINKLER FITTERS	Local 669 JATC	7050 Oakland Mills Road, Ste. 100 Columbia, MD 21046	(800) 638-0592 x 11
STATIONARY ENGINEERS	Operating & Maintenance Engineers JATC	313 Deauville St. Las Vegas, NV 89101	(702) 385-5005
TAPERS	So. Carpenters JATC	4131 E. Bonanza Road Las Vegas, NV 89110	(702) 452-5099
	So. Painters JATC	1707 Whitney Mesa Drive, #106 Henderson, NV 89014	(702) 438-2611
TERRAZZO FINISHER	Brick & Allied Crafts Local #13 JATC	3640 S. Highland Drive Las Vegas, NV 89103	(702) 876-6563
TILE FINISHER/SETTER	Brick & Allied Crafts Local #13 JATC	3640 S. Highland Drive Las Vegas, NV 89103	(702) 876-6563
TRUCK DRIVER, HEAVY	Teamsters Local 631 JATC	4601 E. Cheyenne Ave., #103 Las Vegas, NV 89115	(702) 651-0344
WATER TREATMENT OPERATOR	Truckee Meadows Water Authority	P. O. Box 30013 Reno, NV 89520	(775) 834-4657
WELDER/FITTER	Sierra Pacific Power Company	P. O. Box 10100 Reno, NV 89520	(775) 834-4657





## 7. ECONOMIC DEVELOPMENT AND TRAINING RESOURCES

### **City of Las Vegas - Office of Business Development (OBD)**

400 Stewart Ave.  
Las Vegas, NV 89101  
Tel: (702) 229-6551  
TTY: (702) 385-3128  
Fax: (702) 386-9108  
[www.lasvegasnevada.gov/obd](http://www.lasvegasnevada.gov/obd)

### **Las Vegas Chamber of Commerce**

3720 Howard Hughes Pkwy.  
Las Vegas, NV 89109  
Tel: (702) 735-1616; (702) 641-5822  
Fax: (702) 735-2011  
[www.lvchamber.com](http://www.lvchamber.com)

### **Las Vegas Convention and Visitors Authority (LVCVA)**

3150 Paradise Road  
Las Vegas, NV 89109  
Tel: (702) 892-0711  
[www.lvcva.com](http://www.lvcva.com)  
[www.visitlasvegas.com](http://www.visitlasvegas.com)

### **Nevada Commission on Economic Development (NCED)**

555 E. Washington Ave., Ste. 5400  
Las Vegas, NV 89101  
Tel: (702) 486-2700  
Fax: (702) 486-2701  
[www.expand2nevada.com](http://www.expand2nevada.com)

### **Nevada Development Authority (NDA)**

6700 Via Austi Pkwy., Ste. B  
Las Vegas, NV 89119  
Tel: (702) 791-0000  
Fax: (702) 796-6483  
[www.nevadadevelopment.org](http://www.nevadadevelopment.org)

The OBD coordinates new development and redevelopment throughout the city of Las Vegas, with an emphasis on the downtown area. It works to increase and diversify the city's economic base through business attraction, retention and expansion programs. The OBD works with the city's Redevelopment Agency on day-to-day operations as well as long-term strategic goals.

A private, non-profit, voluntary organization dedicated to the growth and continuing progress of the community. A member-driven organization, the chamber regularly assesses the needs of local business owners and executives. Programs, products and events are created to deliver strategic solutions to those needs.

The official destination marketing organization of Las Vegas, the LVCVA operates the Las Vegas Convention Center and Cashman Center and brings visitors to Las Vegas and Clark County by promoting tourism, conventions, meetings and special events.

Provides research and statistical information about the state of Nevada. NCED also administers Nevada incentive programs, Nevada's International Trade Program and the following programs:

- **Train Employees Now (TEN)** – A state-funded matching grant program designed to help new and expanding firms quickly become productive through implementation of a short-term training program to develop skills specialized to that industry or company.
- **School-to-Careers** – A comprehensive system that is a gateway from the schoolroom to high-wage, high-skill employment.
- **Nevada Film Office (Motion Picture Production & Entertainment Development)** – Promotes and supports the use of the state's locations, services and crew members by the production industry.
- **Nevada Procurement Outreach Program (POP)** – Increases the contract dollars to Nevada businesses by providing training and technical assistance to find, bid on and win federal, state and local contracts.

Serves as Southern Nevada's leading regional development authority. NDA, a private, non-profit organization, coordinates its activities with private businesses as well as state and local government officials to further diversify the economy of Southern Nevada.

## 8. SMALL BUSINESS DEVELOPMENT AND TRAINING RESOURCES

There are a number of major national employment agencies, temporary help firms, and a variety of public and private training resources available to fulfill initial and on-going recruitment needs of employers in Southern Nevada.

### **Business.gov**

[www.business.gov](http://www.business.gov)

Provides a one-stop, common access point for federal government services and information needed to assist with starting, running and growing a business.

### **Nevada Microenterprise Initiative (NMI)**

1600 E. Desert Inn Road, Ste. 203

Las Vegas, NV 89109

Tel: (702) 734-3555

Fax: (702) 734-3530

[www.4microbiz.org](http://www.4microbiz.org)

A private, non-profit community development financial institution assisting small businesses with five or fewer employees that lack access to conventional loans, equity or other banking services.

### **Nevada Small Business Development Center (SBDC)**

851 E. Tropicana Ave., Bldg. 700

Las Vegas, NV 89154

Tel: (702) 895-4270

Fax: (702) 895-4273

[www.nsbdc.org](http://www.nsbdc.org)

Provides free and low-cost business management training and counseling for new and expanding businesses throughout Nevada.

### **Service Corps of Retired Executives (SCORE)**

City Centre Place

400 S. Fourth St., Ste. 250A

Las Vegas, NV 89101

Tel: (702) 388-6104

[www.score.org](http://www.score.org)

A non-profit association dedicated to entrepreneur education and the formation, growth and success of small business.

### **UNLV Division of Educational Outreach**

4505 Maryland Pkwy.

Box 451019

Las Vegas, NV 89154-1019

Tel: (702) 895-3394

Fax: (702) 895-4195

<http://edoutreach.unlv.edu>

Provides a variety of professional development courses, workshops, seminars and conferences for the community.

### **U.S. Small Business Administration (SBA)**

400 S. Fourth St., Ste. 250

Las Vegas, NV 89101

Tel: (702) 388-6611

Fax: (702) 388-6469

[www.sba.gov/nv/](http://www.sba.gov/nv/)

Provides a wide variety of financial, technical and management assistance and training to help start, run and grow businesses.

## 9. RESEARCH, TECHNOLOGY AND INDUSTRIAL OUTREACH RESOURCES

### **Desert Research Institute**

755 E. Flamingo Road

Las Vegas, NV 89119

Tel: (702) 862-5400

[www.dri.edu](http://www.dri.edu)

A non-profit, statewide division of the University and Community College System of Nevada, which pursues a full-time program of basic and applied environmental research on a local, national and international scale.

**Nevada Manufacturer's Association (NMA)**

780 Pawnee St.  
Carson City, NV 89705  
Tel: (775) 882-6662  
Fax: (775) 883-8906  
[www.nvmfrs.org](http://www.nvmfrs.org)

**Nevada Technology Council**

755 E. Flamingo Road, #279  
Las Vegas, NV 89119  
Tel: 702 862-5532  
Fax: 702 862-5502  
[www.nevatechcouncil.org](http://www.nevatechcouncil.org)

**Technology Business Alliance of Nevada (TBAN)**

P. O. Box 97818  
Las Vegas, NV 89193-7818  
Tel: (702) 798-5156  
[www.tban.us](http://www.tban.us)

**Center for Economic Business and Economic Research at UNLV**

4505 Maryland Pkwy., BEH 205  
Box 456002  
Las Vegas, NV 89154-6002  
Tel: (702) 895-3191  
Fax: (702) 895-3606  
<http://cber.unlv.edu/>

This association of Nevada manufacturers has joined together to pursue common goals and is recognized as the voice of manufacturing in Nevada.

A statewide membership-supported organization of both private and public sector individuals interested in effecting change and affecting policy to enhance technology growth in Nevada. NTC membership includes entrepreneurs, business leaders, technologists, prominent government officials, scientists and involved citizens.

Dedicated solely to the development of a thriving high-tech community in Southern Nevada. Through its innovative "Virtual Accelerator" program, TBAN seeks to foster entrepreneurs and attract venture capital partners to the region.

Analyzes economic and demographic impacts of events and policy initiatives on Nevada and its local economies; maintains economic and business databases for Las Vegas, the regions of Nevada and the United States to evaluate the impact of changing conditions with respect to tourism, construction, federal programs and new industry projects.

## 10. INTERNATIONAL TRADE ASSISTANCE AND TRAINING RESOURCES

**Nevada Global Trade Program, Nevada Commission on Economic Development**

108 E. Proctor St.  
Carson City, NV 89701  
Tel: (775) 687-4325  
Fax: (775) 687-4450  
[www.expand2nevada.com/comm\\_div/global/](http://www.expand2nevada.com/comm_div/global/)

Conducts trade missions, provides export seminars and counseling services, and hosts foreign delegations to Nevada. The program is aimed at both assisting Nevada businesses to begin or expand activities in international markets and attracting foreign investment to the state.

**Nevada World Trade Council (NEWTRAC)**

P.O. Box 12187  
Reno, NV 89510  
Tel: (775) 329-1414  
Fax: (775) 351-3001  
[www.newtrac.org](http://www.newtrac.org)

A non-profit professional business organization that encourages and supports Nevada's economic diversification and growth by offering access to a variety of resources and educational seminars.

**U.S. Commercial Service**

400 S. Fourth St., Ste. 250  
Las Vegas, NV 89101  
Tel: (702)-388-6694  
Fax: (702)-388-6469  
[www.buyusa.gov/nevada/lasvegas.html](http://www.buyusa.gov/nevada/lasvegas.html)

Offers assistance to help businesses export goods and services to markets worldwide. The service strives to increase sales through a worldwide network and world-class export counseling. Counselors work directly with a team to determine the best markets, develop and export strategy, evaluate competitors and identify legal issues.

## 11. OFFENDER RE-ENTRY PROGRAMS

### **Educational & Vocational Opportunities Leading to Valuable Experience (EVOLVE)**

City of Las Vegas  
EVOLVE Center  
1951 Stella Lake St., Ste. 26  
Las Vegas, NV 89106  
Tel: (702) 638-6371  
TTY: (702) 386-9108  
Fax: (702) 638-6374  
[www.lasvegasnevada.gov/files/evolve.pdf](http://www.lasvegasnevada.gov/files/evolve.pdf)

Helps ex-offenders secure and retain employment as they re-enter society. (Applicant must have been convicted of a felony offense, excluding rape, sexual assault or other sex offenses, for which time was served in a correctional facility.) The program offers pre- and post- release employment services including mentoring, job readiness courses, resume writing, job search assistance and job retention services.

### **HELP of Southern Nevada Community Alternative Sentencing Program (CAS)**

1640 E. Flamingo Road, Ste. #100  
Las Vegas, NV 89119  
Tel: (702) 369-4357  
Fax: (702) 369-4089  
[www.helpsonv.org](http://www.helpsonv.org)

Gives court-appointed volunteers the opportunity to serve the community, save taxpayers the cost of incarceration, and provide valuable manpower to non-profits and government agencies. Community Alternative Sentencing Program may be given to sentenced offenders, non-sentenced offenders, juveniles and adults.

### **Nevada Division of Corrections (NDOC)**

Southern Administration Office  
2770 S. Maryland Pkwy.  
Las Vegas, NV 89109  
Tel: (702) 486-6491  
Fax: (702) 486-6431  
[www.doc.nv.gov/programs/re-entry.php](http://www.doc.nv.gov/programs/re-entry.php)

- **Going Home Prepared (An Offender Re-Entry Program)** – Provides serious and violent offenders in Nevada, ages 14 to 35 at time of release, with pre-release and transitional services such as job training and transition classes. Going Home Prepared is NOT an early release program.
- **CASA GRANDE** – Southern Nevada re-entry transition center housing non-violent offenders (no sex offenders) during their last four to six months of incarceration, enabling them to live in the community, get jobs and take other steps toward their release. Assistance in employment, family counseling, educational goals and vocational courses is provided.

## 12. WELFARE AND SUPPORTIVE SERVICES

Assists Nevada employers with filling job openings when qualified U.S. workers cannot be found. Also assists employers with paperwork required by the U.S. Department of Labor for the certification process.

### **New Employees of Nevada (NEON)**

Nevada Division of Welfare and Supportive Services  
700 Belrose St.  
Las Vegas, NV 89158  
Tel: (702) 486-5000  
Fax: (702) 486-8511  
[www.welfare.state.nv.us](http://www.welfare.state.nv.us)

Provides Temporary Assistance for Needy Families (TANF) recipients a means to acquire basic and vocational skills and overcome barriers to achieve economic independence through employment. Services are determined based on the individual's needs.

### **Supporting Teens Achieving Real Life Success (STARS) Program**

Nevada Division of Welfare and Supportive Services  
700 Belrose St.  
Las Vegas, NV 89158  
Tel: (702) 486-5000  
Fax: (702) 486-8511  
[www.welfare.state.nv.us](http://www.welfare.state.nv.us)

Offers workshops, support groups and mentoring aimed at reducing welfare dependency among teens by promoting education and employment. Program also benefits minor mothers with children.



## 13. OTHER EMPLOYMENT PROGRAMS AND WORKSHOPS

### **Substitute Employment Program**

City of Las Vegas - Human Resources  
Department  
City Hall, Second Floor  
400 Stewart Ave.  
Las Vegas, NV 89101  
Tel: (702) 229-6315  
Fax: (702) 598-0877  
Job Hotline: (702) 229-6346

Provides a pool of workers with a variety of skills to work “on call” for short-term assignments throughout the city. Individuals are hired as hourly employees and are not eligible for the city benefit package. Employment in this program is limited to six months.

### **Batteries Included - Get Charged Summer Employment Workshops**

City of Las Vegas - Neighborhood  
Services Department  
City Hall, Second Floor  
400 Stewart Ave.  
Las Vegas, NV 89101  
Tel: (702) 924-2113

Provides information and tools for youth ages 14 – 18 who are looking for a summer job. Employment opportunities are available upon successful completion of the classes. The program:

- Helps develop leadership skills
- Provides tips on how to get and keep a job
- Teaches about exciting careers from professionals working in the community

### **Neighborhood Classroom**

City of Las Vegas -  
Neighborhood Services Department  
City Hall, Second Floor  
400 Stewart Ave.  
Las Vegas, NV 89101  
Tel: (702) 229-2330  
Fax: (702) 382-3045

Helps associations accomplish their neighborhood goals by providing information and educational opportunities to neighborhood leaders and residents. A neighborhood association can request a topic from the existing curriculum list or request a custom classroom be created based on a particular neighborhood need.



## **SPECIAL THANKS TO**

Mayor Oscar B. Goodman

Mayor Pro Tem Gary Reese, Ward 3

Councilman Larry Brown, Ward 4

Councilman Lawrence Weekly, Ward 5

Councilman Steve Wolfson, Ward 2

Councilwoman Lois Tarkanian, Ward 1

Councilman Steven D. Ross, Ward 6

City Manager Douglas A. Selby

Deputy City Manager Steven P. Houchens

Deputy City Manager Elizabeth N. Fretwell

Deputy City Manager Orlando Sanchez

Office of Business Development Director Scott D. Adams

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## **DESIGN AND PRINTING**

CITY OF LAS VEGAS GRAPHIC ARTS SERVICES

